



SANDRA SHEWRY
Director

State of California—Health and Human Services Agency Department of Health Services



ARNOLD SCHWARZENEGGER
Governor

February 17, 2006

Notice to Prospective Proposers

You are invited to review and respond to this Request for Proposal (RFP) Number 06-55047 entitled, "Domestic Violence Unserved/Underserved Lesbian, Gay, Bisexual, Transgender, Questioning (LGBTQ) Training and Technical Assistance Project". In submitting your proposal, you must comply with the instructions found herein.

Note that all agreements entered into with the State of California will include by reference General Terms and Conditions and Contractor Certification Clauses that may be viewed and downloaded at the following Internet site: <http://www.ols.dgs.ca.gov/Standard+Language/default.htm>. A copy of the RFP is made available on the MCAH/OFP website at www.mch.dhs.ca.gov. If you do not have Internet access, a hard copy can be obtained by contacting the person signing this letter.

If a discrepancy occurs between the information appearing in the advertisement placed in the California State Contracts Register and the information herein, the information in this notice and in the RFP shall take precedence.

I. Proposal Submission Deadline

Regardless of postmark or method of delivery, the Department of Health Services' (DHS) Contract Management Unit must receive proposal packages no later than **4:00 p.m.** on **March 30, 2006**. Refer to the attached RFP for detailed submission requirements.

II. Voluntary Non-Binding Letter of Intent

In this procurement, prospective proposers are asked to voluntarily submit a non-binding Letter of Intent. See the RFP for detailed Letter of Intent submission instructions.

III. Disabled Veteran Business Enterprise (DVBE) participation requirements

California Law requires Disabled Veteran Business Enterprise (DVBE) participation and/or performance of a good faith effort (GFE) to meet these requirements. DHS polices require DVBE participation on all contracts exceeding \$10,000. You may need four weeks or more to complete this process; therefore, you should begin this process promptly. Out-of-state firms must comply with California's DVBE participation requirements.

IV. Funding Limit

Funding for these services may be limited to the following amounts:

- A. \$250,000 for the budget period of 07/01/06 through 06/30/07.
- B. \$250,000 for the budget period of 07/01/07 through 06/30/08.
- C. \$250,000 for the budget period of 07/01/08 through 06/30/09.
- D. \$750,000 for the entire contract term.

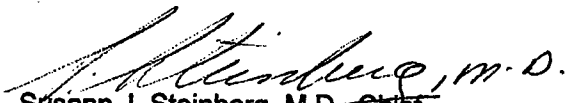
Funding for each state fiscal year is subject to an annual appropriation by the State Legislature or Congress. If full funding does not become available, DHS will cancel the resulting agreement or amend it to reflect reduced funding and reduced activities. Continuation beyond the first state fiscal year is also subject to the contractor's successful performance. Without prior DHS authorization, you may not expend funds set aside for one budget period in a subsequent budget period.

V. Proposer Questions

In the opinion of the DHS, this RFP is complete and without need of explanation. However, if you have questions or need clarifying information, put all inquiries in writing and mail or fax them to DHS according to the instructions in the RFP section entitled, "Proposer Questions."

Thank you for your interest in DHS' service needs.

Sincerely,



Susann J. Steinberg, M.D., Chief

Maternal, Child and Adolescent Health/Office of Family Planning Branch

Attachment